



**CITY OF LOWELL**  
**HISTORIC DISTRICT COMMISSION AGENDA**

TUESDAY, JULY 23, 2019 at 6:00 pm

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF ABSENCES
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. March 26, 2019 – minutes of regular meeting
5. PERMIT APPLICATIONS
  - a. 102 W Main - signage
6. GRANT APPLICATIONS
  - a.
7. PROJECT UPDATES
  - a. 219 W Main – prism glass repairs completed
8. OLD BUSINESS
  - a. LACF grant awarded \$25,000
  - b. 218 E Main - signage
9. NEW BUSINESS
10. ADJOURNMENT

HDC MEETING HELD IN 1<sup>ST</sup> FLOOR FLAT RIVER ROOM AT CITY HALL

PROCEEDINGS  
OF  
LOWELL DOWNTOWN HISTORIC DISTRICT COMMISSION  
CITY OF LOWELL  
Tuesday, March 26, 2019 at 6:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

The Meeting was called to order at 6:00 p.m. by Chairman Doyle and Lori Gerard called the roll.

Present: Ardis Barber, Nancy Wood and Steve Doyle

Absent: Todd Cooper

Also Present: Joel & Diona Oudbier, Ed Mulder, Cliff Yankovich and Lori Gerard

2. APPROVAL OF THE ABSENCES

IT WAS BY MOVED BARBER and seconded by WOOD to approve the absence of Commissioner Cooper.

YES: 3 NO: 0 ABSENT: 1 MOTION: CARRIED

3. APPROVAL OF THE AGENDA

IT WAS BY MOVED BY BARBER and seconded by WOOD to approve the agenda as written

YES: 3 NO: 0 ABSENT: 1 MOTION: CARRIED

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

IT WAS MOVED BY WOOD and seconded by BARBER to approve the minutes of June 26, 2018 as written.

YES: 3 NO: 0 ABSENT: 1 MOTION: CARRIED

5. PERMIT APPLICATION

a. 213 E Main – Lowell Beer Store

Joel and Diona Oudbier and Ed Mulder stated they have a partnership and are in the process of purchasing the Lowell Beer Store. Oudbier stated they plan to add new items to the store such as old fashioned candy and fine chocolates. They presented an application for phase 1 of their project which is to dispose of all the unnecessary exterior signage and wrap the existing column supports in barn wood. There was much discussion around the age of the building and what the original storefront must have looked like. Chairman Doyle noted that this is a unique 3 story Italianate architecture building. The existing brick façade had been applied many years ago along with the shingled awning. Commissioner Barber stated that the Museum would have photos of the original building and she would get a copy for them. Oudbier stated he would love to see those and investigate further before moving forward with the remodel project. No action was taken on the permit.

## 6. GRANT APPLICATIONS

### a. 219 W Main – Carolyn Price

A grant application was submitted by Carolyn Price for the repair work needed to preserve the Luxfer Prism glass on the front of the building. The glass has bowed since a repair was done twenty years ago.

IT WAS MOVED BY BARBER and seconded by WOOD to approve a 30% grant based on bid of \$2400 for Luxfer Prism glass repairs. Grant not to exceed \$720.

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

## 7. PROJECT UPDATES.

### a. 301 W Main – Larkin's

Project was initially granted in 2017 as a 50% painting project. Due to road construction on the street project was then extended until May 2018. Larkin was questioned about the status of his project and he replied that "he thought his business was sold so everything was put on hold. At this time I don't think it is in this year's budget". It was by consensus that grant would be withdrawn so that the funds could be used on another project. Larkin would be able to reapply at another time.

IT WAS MOVED BY WOOD and seconded by BARBER to withdraw the grant of \$5000 for Larkins 301 W Main as grant was issued in 2017 and will not be completed.

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

8. OLD BUSINESS.

None.

9. NEW BUSINESS.

2019 Historic District Commission meeting schedule was presented.

IT WAS MOVED BY BARBER and seconded by WOOD to approve the meeting dates for 2019.

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

It was noted that the next round of applications for the Lowell Area Community Fund will be Friday April 19. The HDC is looking to put together an application and Councilmember Yankovich stated he would look into writing that if information is provided to him.

10. PUBLIC COMMENTS

None

IT WAS MOVED BY BARBER and seconded by WOOD to adjourn at 6:55 p.m.

Respectfully submitted  
Lori A. Gerard

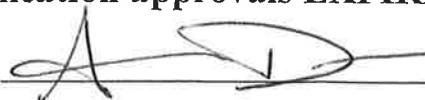
# Downtown Lowell Historic District

## Permit Application for Certificate of Appropriateness

*This Application and any other supporting materials must be submitted to City Hall 10 DAYS prior to Historic District meetings*

1. Property Address: 102 W. MAIN STREET, Lowell MI Date: 7/19/19
2. Applicant's Name and Address: Ashley DUNN  
11347 Trent St. Lowell, MI 49331
3. Applicant's phone: 416-881-3733
4. Property Owner's Name: Greg Canfield
5. Provide a scale drawing(s) showing the existing and proposed exterior elevation(s).
6. If signage is changed show to scale and include material, colors, letter style, hanging device and illumination method. (see Historic District Ordinance and reverse of this form)
7. Provided the following photographs labeled to indicate the direction of view:
  - A. Current photo of the structure as seen from the street.
  - B. close-up of existing detail where proposed change or work will occur.
8. Describe in detail each proposed exterior alteration, improvement or repair. (use additional paper if necessary) Installing a 3 x 5 ft. sign onto the rooftop using metal Attachments
9. Will the repair of alteration match existing or original materials and design? Yes ☒ No ☐
10. If proposed work involves foundation, brick, repointing/tuckpointing, will the new mortar match the original mortar color, joint profile and composition? Yes ☒ No ☐  
*Note: Applicant should obtain and refer to Preservation Brief #2 when masonry alterations are proposed.*
11. If proposed work is for a sign, note that two separate sign permits are required, this one and one issued by the City of Lowell that is submitted directly to the Building Inspector for approval.
12. I certify that on or before the date of the completion of proposed work to property there will be a code compliant smoke detector or fire alarm system installed. Yes ☒ No ☐
13. What are approximate start and completion dates of the work? Start AUG. 1 Completion AUG. 1
14. Additional Local, County, State or Federal permits may be required.

**Application approvals EXPIRE after 12 months.**

14. Applicant's signature:  Date 7/19/19

*Note: Attendance at the Historic District Commission meeting is strongly recommended.*

### **Additional information required for Sign Permit**

Signs in the Downtown Lowell Historic District must be approved by the City's Building Inspector prior to review by the Historic District Commission.

Please supply the following with this permit application:

1. A photograph of the building, showing the façade where the sign will be located.
2. A scale drawing showing dimensions of the proposed sign, hardware and hanging device. Drawing must show actual sign, i.e. letter font, designs, symbols etc. Indicate colors to be used and provide samples.
3. Describe material from which sign and hanging device are to be constructed. (wood, metal, glass etc.)
4. Provide samples of letter style if not shown clearly on scale drawing.

### **Please note the following excerpts from the Historic District Ordinance:**

1. Message-permitted signs shall be restricted to those signs which identify the name of the establishment and/or the primary business or service provided within and in the case of a resource occupied by professional offices, signage may list occupants;
2. Advertising related to businesses or services not provided on the premises of the resource shall be prohibited, unless the commission shall determine that such advertising is historically appropriate;
3. Internally lit signs, flashing signs and signs that otherwise appear to be in motion are prohibited;
4. Banners and flags bearing emblems, symbols or messages shall be permitted on an interim basis and shall be reviewed annually to insure their sightly condition and appropriate appearance;
5. Signs shall not be placed so as to conceal or disfigure an architectural feature of a resource;
6. The number, style and size of signs shall be visually compatible with the resource on which they are attached; and
7. Painted and metal signs, wood signs, and signs painted on masonry and other materials approved by the commission are permitted.

Window →  
Signage on  
Inside

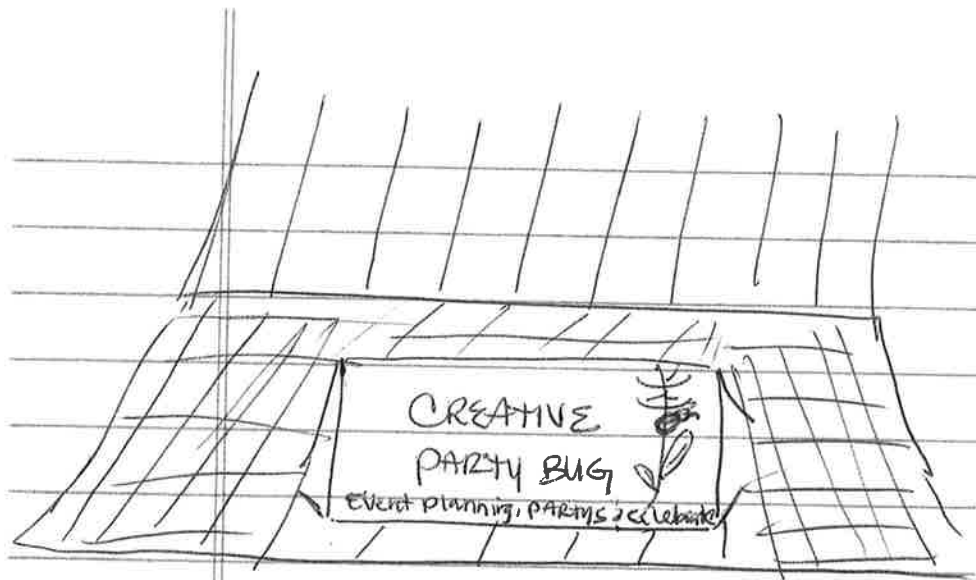


102 W. Main



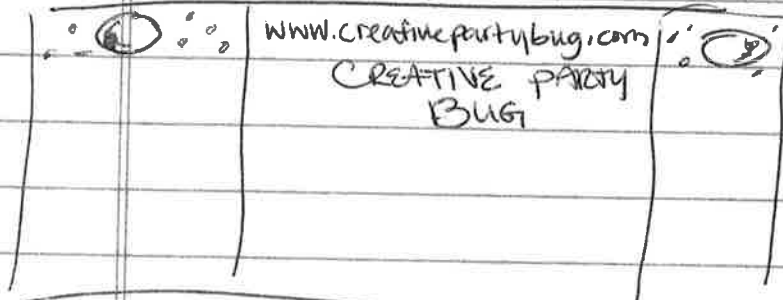
Sign will be attached the same as at 104 W Main  
Holly's Critter Care. Same materials used for signage





## DESIGN AND LAYOUT

### FRONT WINDOW



STICKERS ON INSIDE  
OF WINDOW

Metal Hanging Rods

## HDC Grant Monies

<u>Business</u>	<u>Address</u>	<u>Amount Paid</u>	<u>Amount Received</u>	<u>Interest</u>	<u>Date</u>	<u>Grant Description</u>
<b>year end balance</b>						
Doug Smith	218 E Main	\$ 391.00			Ck#70670 1/11/2018	C of A 10/24/2017 door replacement 30% grant
Greg Canfield	312 E Main	\$ 4,500.00			Ck#70737 2/1/2018	C of A 10/24/2017 grant 30% based on \$16,000, window replacement
Rookies	106 W Main	\$ 6,655.00			Ck#70737 2/1/2018	C of A 7/18/2017 work \$29,561 22.5% grant - due to lack of funds available, storefront renovations
Rookies	106 W Main	\$ 2,213.00			Ck#70883 3/1/2018	additional grant money to make 30%
Interest				\$ 42.52	5/31/2018	
AKM LLC	198 -212 W main	\$ 5,617.00			Ck#71354 6/15/18	work \$18,723 50% grant painting
Michael Bryan	216 E Main	\$ 888.00			Ck#71339 6/15/18	C of A 10/24/2017 grant 30% based on \$2960 window replacement
Dr James Reagan	211 W Main	\$ 2,482.00			Ck#71397 6/28/2018	roof 15% based on work of \$17,050
Interest				\$ 8.80		
Eric Bartkus (Ability Weavers)	215 W Main	\$ 2,426.00			Ck#71440 7/6/2018	roof 15% based on work of \$17,050
Ability Weavers	215 W Main	\$ 975.00			Ck#71540 7/26/18	work of \$1950 50% grant for painting
Fans In the Stands	207 E Main	\$ 331.00			Ck#71714 8/30/18	C of A 6/26/2018 30% grant (\$1103.24) for awning over back door
David Reed	101 W Main	\$ 3,150.00			Ck#71756 9/4/2018	C of A 9/26/17 30% based on \$10,500 for brick work on front cornice (code violation)
Interest				\$ 12.21		
Ability Weavers	215 W Main	\$ 2,167.00			Ck#72016 11/2/2018	C of A 3/27/2018 grant windows 30% (7224) for windows
<b>year end balance</b>						
<b>\$11,663.68 balanced 12/31/2018</b>						
Interest				\$ 31.30		
Larkins	301 W Main					painting for work \$12,800, 50% grant up to \$5000. deadline 11/17/17 extension 5/1/18. Board withdrew grant at HDC meeting 3/26/2019
<b>Total grants received</b>			\$ 590,000.00			
<b>Total grant money paid</b>		\$ 584,979.97				
<b>Total grant money remaining</b>	\$ 5,020.03					
<b>Interest earned</b>				\$ 6,674.95		
<b>HDC updates</b>						
<b>Total Cash on Hand</b>	\$ 11,694.98		6/21/2019			

## HDC Grant Funds Committed

[illegible]